

Permanent Building Committee Meeting Minutes
Wednesday, March 23, 2022
Zoom Meeting
Approved: April 13, 2022

PBC Members present: Cindy Russo, Chair; Rick Maiore, Vice Chair; Steve Moeser; Corey Dufresne; Jeff Hayes, Building Commissioner.

Attending: Debbie Thompson, COA Director; Guy Oliva, COA Representative; John Zychowicz & Andrew Barro, DAI.

Ms. Russo called the meeting to order at approximately 9:00 a.m.

REVIEW AND APPROVE MINUTES OF 3/16/22

Mr. Moeser made a motion to approve the Minutes as presented; Mr. Dufresne seconded. All were in favor by roll call vote.

UPDATE ON THE COA PROJECT

Mr. Zuchowicz, and electrical engineer, Andrew Barros, of DAI, joined the meeting. Mr. Zuchowicz reported that Christopher Lucchetti and Mark Anderson visited the site the day prior to take photographs and measurements in connection to the exterior work including sidewalk repairs and the doors for the terrace, and to gather more information for the above-ceiling work. Mr. Zuchowicz also stated that Mr. Lucchetti met with Mr. Hayes to resolve some outstanding issues. He indicated that the project is in good shape.

Mr. Moeser reported that he and Town electrical inspector, Mr. Woodsum, assessed the generator. He indicated that it appears to be good condition apart from the fact that it will not start. Mr. Barros agreed that this failure is likely due to the need for a new battery. Mr. Moeser suggested that the generator, gas piping, control panel and subpanel all be kept. The group discussed options for obtaining a battery to test whether the generator will work. Mr. Hayes volunteered to arrange for assessment by someone who specializes in generators; the funding for the same will be determined at another time. Ms. Thompson stated that the COA would like to keep the current generator if it's working. She stated that if it does not work, the COA would then consider an upgrade to a generator that can power the HVAC to allow for a heating/cooling center. Mr. Barros noted that such a system would be significantly larger, also need to fuel the lighting, and would be much more expensive. He also advised that a generator for purposes of life-saving is typically diesel unless a variance is received from the wiring inspector.

Mr. Zuchowicz stated DAI is working toward the April 8th deadline for a draft bid package. Ms. Russo suggested the PBC meet again on April 13th after receipt and review of the draft package. Mr. Moeser noted he will not be able to attend that meeting.

Ms. Thompson asked for a sketch to provide to the Harvard Press to keep the public up to date. Mr. Zuchowicz agreed to provide her with a new floor plan which reflects all the recent tweaks.

Ms. Russo asked the Members to consider approval of DAI Invoice No. DG0000037879, dated 3/15/22, for the amount of \$3,000.00, which represents 10% of design development. She stated

that Ms. Sobalvarro reviewed the invoice and thought it looked okay. Ms. Russo volunteered to prepare a spreadsheet for the project as she prepared for the Old Library Roof. Mr. Dufresne made a motion to approve the invoice; Mr. Moeser seconded. All were in favor.

SHAKER HERB HOUSE INQUIRY

Ms. Russo asked for the PBC Members' thoughts regarding the e-mail received from the Historical Commission asking if the PBC would like a presentation regarding their project. She indicated that she is unaware of the size of the project or whether it will be funded, but that they are doing technical development somewhat concerned her. Mr. Maiore stated that he does not believe the shed is very large, and is unsure how the PBC could assist at this time. Ms. Russo will respond that the PBC will ask for more information if the project is funded and the Select Board requests the PBC's involvement.

CONSIDER ITEMS FOR THE NEXT AGENDA

Ms. Russo reminded the group that each is to individually e-mail her to express their comfort level for meeting in person. She indicated that she received two e-mails to date and both were willing to meet in person. Ms. Russo suggested it would be important for anyone is unvaccinated to disclose this status to the group so that everyone is fully aware of the risks of meeting in person. Mr. Maiore stated he is comfortable meeting in person, but suggested that at the Chair's discretion, the PBC could meet via Zoom to take care of "housekeeping" issues. Ms. Russo confirmed she received Mr. Moeser's e-mail.

Ms. Russo adjourned the meeting at approximately 9:18 a.m.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Agenda
- Draft minutes of 3/16/22
- E. Lindo e-mail of 3/21/22 re Historical preservation of the Shaker Herb House
- DAI Invoice No. DG0000037879, dated 3/15/22, for the amount of \$3,000.00